

DALY CITY LIBRARY BOARD OF TRUSTEES
DALY CITY CIVIC CENTER – COUNCIL CHAMBERS
REGULAR MEETING
MINUTES – JUNE 18, 2019

The meeting was called to order by President Logarta.

ROLL CALL

Trustees Present:

Trustee Lauren Daus, Vice President Marcel Balmeo, Trustee Theresa Faapuaa, Trustee Justine Santos, and President Angella Logarta.

Staff Present: Joseph Curran and Patricia Delara

APPROVAL OF AGENDA

Motion made by President Logarta to approve the agenda for June 18, 2019. The motion carried unanimously.

APPROVAL OF MINUTES

Motion made by President Logarta to approve the minutes for March 19, 2019. The motion carried unanimously.

Director's Report:

State of Our Libraries – Adapting to today's Fiscal Constraints – Director Curran introduced the board to how the libraries were established in the City of Daly City. The Daly City Branch of the San Mateo County Free Library was established in February 1916 and consisted of 330 volumes. On April 25, 1920, John Daly and John Marchbank, gifted the City of Daly City its first public library. Some people that helped foster the growth of the Daly City Library were Jean O'Rourke and Samuel Chandler. Since the first library, there have been a total of 4 new libraries that have opened: Westlake, John Daly, Bayshore, and Serramonte branch libraries. Fast-forward to 2019, when comparing all the other libraries to other cities, Daly City has the 3rd to lowest annual operating expenses at \$3.7 million. The percent of overall local budget for Daly City libraries is 2%. The population that the library serves is above 100,000 people and includes areas such as Broadmoor and Colma. However, the per capita spending is lower, and is lower due to the higher population. Director Curran also mentions that the amount of full time staff is 16 amongst all 4 branches. Because there is a spread in the amount of staff available across all 4 branches, this causes the amount of hours to be available for operation to be substantially lower. The operating budget for the Daly City Library Branches is stated at \$3.73 million. Breaking down the operating budget, the salaries and benefits for employees total \$2 million, while services and supplies account for \$600k, program cost \$9k, fix cost at \$758k, and other charges at \$5k. Overall, the Daly City Library branches have served the community well by providing literacy classes as well as high speed Wi-Fi with at least 342,284 connections to the internet. The new budget will be discussed in the 2020 year. In terms of determining how to allocate a bigger

budget, one of the ways is the increase advocacy for the libraries as well as sharing information on the current state of the libraries.

Seed Library Program – Director Curran introduced Patricia Delara, who is the branch manager for John Daly and Bayshore Library Branches. Patricia is introducing a Seed Library, which is launching this summer at the Bayshore Library and is supported by local community organizations such as Our Second Home, the San Mateo County Office of Sustainability, and Bayshore School. The seed library allows for the community to come and grow their own fresh food. The variety of seeds offered will depend on the planting calendar and will be selected to suit the weather conditions in the Bayshore area. The initial launch will include broccoli, cabbage, beets, and cauliflower seeds. Patricia notes that she is trying to work with the Boys and Girls Club and will be having a meeting with them to discuss the new Seed Program.

Trustees' Report:

Trustee Theresa Faapuaa noted that she visited Westlake Library and saw that the population there has grown, especially noticing a lot more children in the library. She also stated the staff were all very friendly.

President Logarta also visited Westlake Library and followed up on the hotspots there. She found out that the hotspots are extremely popular and a lot of patrons are requesting hotspots more than the Chromebooks. She also noted that aside from computers and books, the public also uses the library for a lot of other reasons. She noted that one of the staff members told her that a patron came in as a possible victim of fraud and the staff member onsite at the time helped the patron determine the signs of fraud.

President Logarta also suggested revising the discussion about making a video and getting testimonials from staff and the community about the Daly City Library. She was wondering whether we can record testimonials on our phones and then upload it to social media sites. Trustee Faapuaa agreed, but noted that we would need to get permission and consent to take and upload testimonials. President Logarta hopes to bring it up and put in on the agenda for the next meeting.

DCPLA Updates:

Bill Lex came up to discuss the last meeting for the Board of the DCPLA, which was on May 28, 2019. He mentioned that during that meeting, they discussed the Crazy About Cars Event that will occur at Serramonte Shopping Center. Toyota, Jefferson High School district, and Skyline College have all agreed to participate for the event from 12-3PM in the area of the Farmers Market on September 14, 2019.

There was also a discussion of recruiting new board members for the DCPLA since four of the board members terms will be finishing up.

Mr. Lex also reported that during that meeting they discussed the Sunlight Foundation, which has a grant giving opportunity of up to \$75,000 for initiatives to create safe spaces for children ages 0-5 years of age. Libraries were mentioned as being useful for this grant. The DCPLA meeting discussed how to bring in that grant money from the Sunlight Foundation

The Colma Community Center has been reserved for a St. Patrick's Day Lunch for March 11 - 12, 2020.

Graphic novels grant of \$1,500 was presented was presented at City Council meeting on May 13th by the DCPLA.

A report was made on the poetry jam that was held at Serramonte Center. It was great success and showcased a lot of talented students. The DCPLA discussed whether having an open mic is appropriate in the future and the consensus was that it should not. People will have to register ahead of time. DCPLA is planning to attend the Daly City Arts and Culture meeting on July 8th to discuss poetry jam collaborations in the future.

Bill noted that Chela provided a library report that talked about the summer learning program and zone staffing at Westlake Branch. The person who led that program recently left and the DCPLA was wondering whether the program would continue. Chela noted that the program will continue.

The next DCPLA boarding meeting will be on Tuesday June 25, 2019. The meeting will be at 11AM in the Serramonte Community Room.

The DCPLA President, Tom Nuris, suggested that there be a meeting for former and present DCPLA board members and Trustees once or a twice year to just get everyone together.

ADJOURNMENT: The meeting was unanimously adjourned.

**Next Meeting:
July 16, 2019**

Daly City Council Chambers